



US Army Corps
of Engineers
Huntsville Center

For assistance go to www.OMEE-Helpdesk@HND01.usace.army.mil
April 2006

Operation and Maintenance Engineering Enhancement

**RELEVANT
READY
RESPONSIVE
RELIABLE**

*Proudly serving the Armed Forces and
the Nation now and in the future.*

Public Affairs Office (256) 895-1693
<http://www.hnd.usace.army.mil>

Background

The Corps of Engineers Operation and Maintenance Engineering Enhancement (OMEE) Program uses streamlined processes that provide low-cost, quick response contracts for the operation, preventive maintenance, custodial, grounds, repair and replacement of equipment and other facility support to government medical and non-medical facilities. The government provides the scope of work based on user requirements and the contractor defines the work in a Facility Operations Maintenance Plan (FOMP) before negotiating a price. The FOMP, which results in savings of both time and dollars, is the key to the success of this process when compared to development of Performance Work Statement (PWS) and stand-alone contract awards.

The vehicle for this simplified process is Indefinite Delivery/Indefinite Quantity (IDIQ) service contracts. The IDIQ contracts used are best value, multiple-award, time-and-materials or firm fixed-price task orders type that cover most geographic areas. Through these flexible contracts, task orders are issued directly to the contractor.

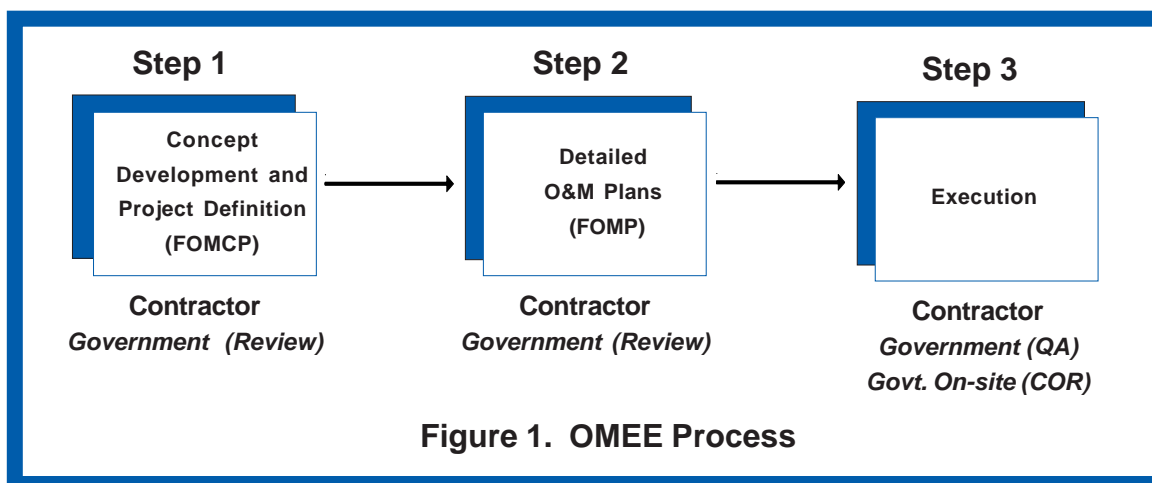
Process Description

The simplified OMEE support process shown in Figure 1 incorporates methods typically used in the private sector while still meeting the legal requirements of federal procurement. The basic IDIQ contract is set up to award any particular step (see Figure 1) on a time and materials or firm-fixed price basis, depending upon the urgency or the ability to define the scope of each facility Operations and Maintenance (O&M) requirement. The intent is to use firm fixed-price task orders as much as possible with a funding line item to cover on-site contingencies inherent in O&M services for facilities.

Step 1: Concept Development and Project Definition

The government (customer) prepares a brief description or service requirement for the facilities/projects. This description may be general (such as "operate and maintain the facility") or it may be detailed with very specific tasks. The contractor develops a Facility O&M

Concept Plan (FOMCP) by performing a site visit. The concept plan defines the facility systems to be operated and maintained, and to what level and standards. Budgetary estimate is typically



prepared by the contractor in conjunction with the FOMCP which allows the government to verify the estimate used in the customer's project document. The government review and approval of this plan completes this step.

Step 2: Detailed Facility O&M Plan (FOMP) and Price Proposal

The contractor prepares the FOMP, QA Plan, and Safety Plan based on the concepts contained and approved in Step 1 (FOMCP). The FOMP includes the detailed methodology, staffing per shift, labor category(ies) required, process for responding to contingencies and preventive maintenance standards for performing the services/work. The level of detail in the FOMP will vary, depending upon the complexity of the services/project.

The FOMP is reviewed and approved by the Huntsville Center for technical adequacy. Concurrently, the government (Huntsville Center) may prepare an independent government estimate or perform a cost analysis of the contractor's proposal, depending upon the complexity of the work or the urgency of the award. After the cost of the effort is negotiated, the contractor is issued a notice to proceed with performance for the specified period of time not to exceed one year. O&M services can be awarded for 12 months with up to four renewable yearly options.

Step 3: Execution

After the notice to proceed, there is typically a post award conference. The contractor then proceeds with the execution of work defined in the approved FOMP. The government provides the on-site contracting officer's representative and quality assurance.

Process Performance Results

The jointly developed plan (FOMP) reduces the potential for contractor claims and misunderstandings. The government is in a much better position to expect superior performance. The FOMP is performance-oriented (instead of the prescriptive PWS) which results in enhanced efficiency and cost saving for the government. In addition, the OMEE process has documented the following results:

- Improved patient comfort and care along with a better working environment for the health care providers.
- Reduction of time and cost required from the original service request and on-site O&M execution.
- Easier compliance with Joint Council on Accreditation of Healthcare Organizations, Occupational Safety and Health Administration, Environmental Protection Agency, and National Fire Protection Association standards along with a reduction in the number of life-safety violations.
- Increased reliability of systems, equipment and components; improved long range planning; and documented O&M budgets for programming purposes.
- The per square foot cost of services compare favorably with private sector O&M services, but allows more customer satisfaction due to the FOMP being developed jointly (government and contractor).

The in-place service order process allows for a quicker, lower cost response to unscheduled maintenance elements of the work.